



PO Box 428 Banner Elk, NC 28604

info@holstoncenter.org; www.holstoncenter.org

844-465-7866 Phone

DAY CAMP HANDBOOK 2020 ***A Guide for Parents/Guardians***

Holston Camp would like to extend a most sincere welcome to you and your child. We look forward to our association with you this summer and will do our best to make your child's stay a happy and rewarding experience. This handbook is intended to provide you with general information and make you feel at ease. We also have a FAQ section on our webpage. We welcome phone calls and emails if you have further questions or concerns.

Jim Austin, Director(423)-202-1655 -cell.....jaustin@holstoncenter.org
Mitchell Cline, Office Manager.....(844) 465-7866 officemcline@holstoncenter.org
Crosby Palmer, Summer Program Director(469) 435-0515dcpalmer@holstoncenter.org
Madeline Horne, Day Camp Director(919) 618-5622mhorne@holstoncenter.org

COMMUNICATION

Communicate your intentions to the Day Camp Director. Call us if your child will be arriving late, leaving early, or will not be attending camp that day.

WE DO NOT ALLOW CELL PHONES OR ELECTRONIC GAMES!

Please DO NOT send items that may not be shared with with other campers such as toys or valuables.

CELL PHONES AND PHONE CALLS

Campers will not be able to make or receive phone calls. **PLEASE DO NOT SEND CELL PHONES WITH YOUR CAMPER!** If there is a problem concerning your camper, the Day Camp Director will contact you.

Tobacco, Alcohol, Firearms, Weapons, and Illegal Drugs are not allowed at Holston Camp

BIRTHDAYS

Birthdays are special occasions at camp! To assure a celebration please alert the Day Camp Director and counselors on registration date.

BEHAVIOR

Campers are expected to behave in a socially acceptable manner while engaging in community activities. Disruptive behavior that continues to occur and impairs the ability of other campers to enjoy themselves will not be tolerated. The Director may send disruptive campers home. Please review this information with your camper so camp is enjoyable experience for everyone present.

FOOD AND MEALS

This year we are offering a hot or cold breakfast to our Day Campers. Breakfast and lunch at camp are nutritionally balanced and prepared by qualified, experienced staff. Mid-afternoon snacks are also provided! *Due to allergies, please do not send snacks with your camper without speaking to the Day Camp Director.* Any dietary restrictions (allergies or otherwise) should be noted on the registration form so that the kitchen manager can anticipate the need. We can accommodate most dietary requirements (gluten free, lactose intolerance, nut free, etc.). If your camper has a dietary restriction and you must send food, please see the Day Camp Director on the first day of camp.



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LOST AND FOUND

When you pick up your camper, please check to make sure they have all their belongings. Call the camp immediately if you determine that something is missing. The best prevention is to label all items with your camper's name.

CANCELLATION/REFUND POLICY

If your camper is unable to attend camp as planned, please notify us by calling 844-HOLSTON. We do not wish to be punitive to our camper families that must cancel their reservation. Refunds will be considered under the following circumstances:

- Unless there are extraordinary circumstances, the deposit fee of \$50 is non-refundable.
- Parents may request a refund for the full balance minus the deposit fee if cancellation is made 14 days prior to the first day of camp.
- If a camper is sent home by the Director, refunds will be issued on a pro-rated basis.
- Full refunds apply to circumstances such as sudden health concerns or family tragedy.

TIME/LOCATION

Our Day Camp hours are 7:30 a.m. – 5:30 p.m. Drop off between 7:30 and 8:00 at the Day Camp building (Directors Hall). At 8:00 a.m. children will walk to the Dining Hall for breakfast until 8:45 a.m. Morning Worship begins at 9:00 a.m. at Worship Point at Main Camp. Pick-up may be at an alternate location depending on the activity. The Day Camp Director will communicate the schedule.

Special Medical Needs/Medications

All medications or allergies must be noted at registration. All medications that are brought to camp are stored and dispensed by the Day Camp Director. If prescription medications are sent to camp it must be in the original pharmacy container listing camper's name, medication and dosage prescribed. If non-prescription medications are needed, the Day Camp Director will give these medications per the recommended dosage.

What to Bring to Camp (*please bring these items daily*)

A Daypack with:

- Modest swimsuit
- Dry towel
- Water bottle
- Sturdy tennis shoes (no flip-flops)
- Extra pair of old shoes or pair of aquatic shoes for creek walks and water play
- Insect repellent
- Sunscreen

FIRST AID

Your child's well-being and safety is of the utmost importance to the staff at Holston Center Day Camp.



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We know that children often collect bruises and injuries as they play at home and at camp. We are prepared to administer simple first aid to any camper who receives a simple cut or bruise. If your child receives a serious injury, we will call EMS and contact the parent or guardian immediately.

Counselors will log information about injuries as they occur at camp. If your child suffers a minor injury at day camp, we will report the injury to you at the time of pickup. If an injured child wishes to communicate with a parent or guardian, we will gladly assist the child to make a telephone call.

As a courtesy, please let a counselor know of any injuries occurring to your child out of camp.

Camp Staff is required to report any suspected acts of abuse at home to social services for investigation.